

The Multnomah County Library Board met on Tuesday, August 9, 2005, at Central Library in the U.S. Bank Meeting Room. Chair Dean Gisvold called the meeting to order at 7:34 a.m. June Mikkelsen sat in for Director of Libraries Molly Raphael who was traveling.

Board members present were: Joe Arellano, Stephen Feltz, Martha Gies, Molly Gloss, Rick Gustafson, Jon Kruse, Marneet Lewis, Diane McKeel, Alice Meyer, and Donna Oden-Orr. Board members Rob Brading, Gwen Farnham Hyland, Mark Garber, and Diane Xiong were excused. New Advisory Board member Marian Creamer was also excused due to a previously scheduled commitment.

Staff members present were: June Mikkelsen, Connie Christopher, Becky Cobb, Ellen Fader, Mike Harrington, Rita Jimenez, Lance Murty, Carolyn Myers, Vailey Oehlke, Fun Martin, Susan Egan, Brenda Clark, Virginia Tribe, Carol Rogers, Serena Cruz, Steve Armitage and Monique Coleman. Also in attendance were: Diane Gutman of the Friends of the Library and Serena Cruz, County Commissioner – District 1 and Mary Carroll of Commissioner Serena Cruz's Office.

The minutes of the July 12, 2005 meeting were approved.

CHAIR'S REPORT

There was no Library Advisory Board Chair's report for this meeting.

NOMINATING COMMITTEE

June Mikkelsen reported that on Thursday, July 28, the Board of County Commissioners voted to appoint Marian Creamer to the Library Advisory Board for her first four-year term. The Commissioners also voted to reappoint Alice Meyer and Rick Gustafson for their second four-year terms.

DIRECTOR'S REPORT

The Director's Report was discussed. Specific items discussed were:

- 1) Dan Crow'. Disney singer and songwriter will perform at the Central, Hollywood, Hillsdale and Belmont library, August 8-10.
- 2) Architectural student visit to the Hillsdale Library. On Tuesday, July 12th, over 50 architectural students from the University of Oregon traveled to Portland to view the Hillsdale Library. Library staff spoke to the group about the history of library service in this community, the design features and physical characteristics of the building, as well as the Gold Award in Leadership in Energy and Environmental Design received by the library.
- 3) Friends of the Library Book Sale. The annual sale will be held October 21-24 at the same location as last year (1635 N.E. Sandy Blvd.).

LIBRARY PLANNING PROCESS UPDATE

June Mikkelsen reported that Molly Raphael has met with each of the County Commissioners to discuss the planning goals that reviewed by library advocacy groups and adopted by the Library Advisory Board at its June meeting. The County Commissioners will vote to formally adopt these planning goals on Thursday, September 15. June said the next steps will be for library staff to create activities and begin crafting the long-term strategic plan.

INTEGRATED LIBRARY SYSTEM (ILS) UPDATE

Lance Murty, the Library Information Technology Manager, gave a brief update about how the project is progressing to replace the current catalog with updated technology. Lance said a large number of library staff have been working on various aspects of the project. Acquisitions and purchasing and adding items to the catalog slowed significantly to help with the transition from one system to the other. These activities will begin again on its regular schedule after the migration. He noted that Multnomah County Library, unlike many other libraries, faces the unique challenge of transitioning a large collection with a large volume of transactions. He talked about the various changes and updates, including better ways of searching the catalog, book reviews, and book cover art. The vendor, Innovative Interfaces, has completed some custom enhancements for the Library.

To allow for a smooth transition for both the public and for staff, the system will close for three days, September 12 – 14. Public Relations created a strategy to inform the public to plan for the closure. These efforts began in mid-July with news releases to various media sources, location signage, and website information. Leading up to the closure, additional strategies to inform the public about the closure will include additional news releases, revised phone messages, an article in the @yourLibrary which will be mailed out on August 22nd, signage for all library locations and a Frequently Asked Question guide on the website. After the migration, PR will issue a new guide for using the new catalog and a new bookmark similar to what patrons currently use. In addition, holds will be suspended from September 10-21 to allow time to process the items needing to circulate through the new system, i.e., those items not checked in during the 3-day closure and migrated holds that are already in the system needed to be filled and transported. During the closure, the Library's website will also be down. There will be a new website featuring a new, updated look launched on September 15 with the introduction to the new catalog. June Mikkelsen commented that although the Library is bound to receive many questions about the closure, she feels it is a wise decision to close the system for a period to ensure a smooth transition. The Library has undergone three system conversions during her tenure and keeping the libraries open during such a major undertaking was difficult for both patrons and staff. The Advisory Board will receive an overview and see a demonstration of the new system at the September Board meeting.

The meeting adjourned at 8:00 a.m. These minutes are subject to approval at the next scheduled board meeting.